

Board Agenda Item
July 28, 2004

PRESENTATION -1 / ADMINISTRATIVE - 1

Approval - Resolution Honoring Park Authority Employee William Price upon His Retirement

ISSUE:

Approval of a resolution to honor the service and accomplishment of Mr. William Price upon his retirement from the Park Authority

RECOMMENDATION:

The Park Authority Director recommends approval of the resolution for Mr. Price upon his departure from the Park Authority.

TIMING:

Board action is requested on July 28, 2004.

BACKGROUND:

Mr. Price has been associated with the Park Authority since he began as a summer intern in 1977 in the Construction Division and was initially hired as a laborer. He continued to receive training that prepared him for progressively more responsible and professional positions. As a construction inspector he oversaw the construction of the barn at Kidwell Farm and also the Oak Marr RECenter.

He was promoted again to Engineer II in 1989 and supervised all inspectors. When a reduction in force led to the elimination of construction inspectors, Bill was selected as the Rental Property Manager, also an Engineer II position. His service has spanned 27 years and in each role he served, great improvements were experienced.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

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STAFF:

Michael A. Kane, Director

Timothy K. White, Chief Operating Officer

Lynn S. Tadlock, Director, Planning and Development Division

Judith A. Pedersen, Public Information Officer

Kay Rutledge, Planning and Development Division

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ADMINISTRATIVE - 2

Adoption of Minutes - July 14, 2004, Park Authority Board Meeting

ISSUE:

Approval of the minutes of the July 14, 2004, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends approval of the minutes of the July 14, 2004, Park Authority Board meeting.

TIMING:

Board action is requested on July 28, 2004.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the July 14, 2004, Park Authority Board meeting

STAFF:

Michael A. Kane, Director
Timothy K. White, Chief Operating Officer
Nancy L. Brumit, Administrative Assistant

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ADMINISTRATIVE - 3

Resolutions - Various Contributions to the Resource Management Division

ISSUE:

Park Authority Board acceptance of contributions in the amount of \$151,294.92 from various donors in support of Resource Management Division programs and operations and approval of resolutions of appreciation to specified donors.

RECOMMENDATION:

The Park Authority Director recommends Park Authority Board acceptance of contributions in the amount of \$151,294.92 and approval of the resolutions expressing appreciation to various donors who contributed to the Resource Management Division programs and operations.

TIMING:

Board action is requested on July 28, 2004.

BACKGROUND:

In FY 2003 contributions totaling \$80,916.73 were received and in FY 2004 contributions totaling \$70,378.19 were received at a number of Resource Management Division facilities. Highlights of the contributions to be recognized with Board Resolutions are as follows:

- Mrs. Mary Ann Snyder donated \$4,000 in memory of her husband and long-time volunteer at Colvin Run Mill, Tom Snyder. This donation will be used to provide funding towards projects and exhibits at the mill at Colvin Run.
- Datatel, Inc. donated a total of \$3,000, \$1,500 in both fiscal years 2003 and 2004, for support of interpretive programs and operational activities at Ellanor C. Lawrence Park.
- The Founders, Benefactors, Supervisors and Friends of Frying Pan Park, Inc. contributed \$1,463 for purchase of a laptop computer to support the operations at Frying Pan Park.

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- The Friends of Green Spring contributed a total of \$43,211.08, \$28,211.08 in fiscal year 2003 and \$15,000 in fiscal year 2004, to provide additional staff support for the demonstration gardens and educational programs at Green Spring Gardens Park.
- \$6,000 in donations were received from The Virginia Native Plant Society, Potowmack Chapter, to provide intern support for the Native Plant Trail at Green Spring Gardens Park.
- Members of the Van Cleve family donated \$8,665 in memory of Harry Van Cleve, a long-time Friends of Green Spring board member. These donations are in support of the horticultural library at Green Spring Gardens Park.
- The Reston Garden Club contributed \$100 for the children's garden programs offered through Green Spring Gardens Park.
- The Friends of Huntley Meadows Park contributed \$7,399, \$3,462 in fiscal year 2003, and \$3,937 in fiscal year 2004, to support the operations and programs at Huntley Meadows Park.
- Burgundy Farms Country Day School contributed \$625.34, and Mr. and Mrs. Lainoff donated \$1,000, in memory of Claudia Cairo, a teacher at Burgundy Farms. The contributions will be used towards the bronze specimen displays used for visually impaired programs offered at Huntley Meadows Park.
- ExxonMobil Foundation donated \$1,000 in support of Sully Historic Site volunteers and operations.
- The Friends of Riverbend Park, Inc. contributed \$11,250 to provide additional support for the operations and programs at Riverbend Park. These contributions will be used for park improvements, equipment and seasonal salaries.
- BB&T, formerly known as First Virginia Bank, donated \$1,500, \$1,000 in fiscal year 2003 and \$500 in fiscal year 2004, to support the Resource Management Division Volunteer program.

In addition to the highlighted contributions, donations were also received from over 80 additional groups and individuals each fiscal year, as well as from numerous anonymous donors. The amounts of these additional contributions range from as little as \$.25 to as much as \$3,000.

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FISCAL IMPACT:

Contributions in the amount of \$151,294.92 have been assigned to Fund 170 (Donations) and dedicated to projects as specified by the donors.

ENCLOSED DOCUMENTS:

Attachment 1: Sample Resolution

STAFF:

Michael A. Kane, Director
Timothy K. White, Chief Operating Officer
Cindy Messinger, Director, Resource Management Division
Gene Biglin, Operations Manager, Resource Management Division
Todd Brown, Manager, Frying Pan Park
Mona Enquist-Johnston, Manager, Volunteer and Interpretive Services
Mike Henry, Manager, Colvin Run Mill
Carol McDonnell, Manager, Sully Historic Site
Leon Nawojchik, Manager, Ellanor C. Lawrence Park
Gary Roisum, Manager, Huntley Meadows Park
Marty Smith, Manager, Riverbend Park
Chris Strand, Manager, Green Spring Gardens Park

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ACTION - 1

FY 2004 Carryover Budget Review - Fund 001, General Fund

ISSUE:

Approval of the FY 2004 Carryover for the General Fund, Fund 001.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2004 Budget Carryover for the General Fund, Fund 001, as present by staff. **(This item was reviewed by the Budget Committee on July 28, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 28, 2004. Submission of the FY 2004 Carryover Review was due to the Department of Management and Budget (DMB) on July 9, 2004. Due to the fact that the pre-closing reports were not available until July 6, 2004, the earliest opportunity for the Budget Committee review is July 28, 2004.

BACKGROUND:

Carryover is the continuation of financial obligations from the fiscal year ending June 30, 2004 (FY 2004), to the new fiscal year beginning July 1, 2004 (FY 2005). Carryover recognizes obligations and adjusts the fiscal year appropriation accordingly. Only one encumbered item is requested to be carried into FY 2005, \$13,000 for an increase in external audit costs. This is an unexpected, additional funding requirement and cannot be absorbed in the FY 2005 Budget. Unencumbered carryover of \$6,203 is also requested for boardroom equipment.

FISCAL IMPACT:

The Fiscal Year 2004 carryover submission requests a carryover of \$13,000 for encumbered items and \$6,203 for unencumbered items. If approved by DMB and the Board of Supervisors, this will increase the FY 2005 adopted budget from \$23,141,114 to \$23,160,317.

ENCLOSED DOCUMENTS:

Attachment 1: General Fund Carryover Summary

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STAFF:

Michael A. Kane, Director

Timothy K. White, Chief Operating Officer

Miriam C. Morrison, Chief Financial Officer, Administration Division

Seema Ajrawat, Fiscal Administration

Susan Tavallai, Senior Budget Analyst

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ACTION - 2

FY 2004 Carryover Budget Review - Fund 170, Park Revenue Fund

ISSUE:

Approval of the FY 2004 Budget Carryover for the Park Revenue Fund Budget, Fund 170.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2004 Budget Carryover for the Park Revenue Fund, Fund 170, as presented by staff. **(This item was reviewed by the Budget Committee on July 28, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 28, 2004. Submission of the FY 2004 Carryover Review was due to the Department of Management and Budget on July 9, 2004. Due to the fact that the first pre-closing reports were not available until July 6, 2004, the earliest opportunity for the Budget Committee review is July 28, 2004.

BACKGROUND:

The Park Authority requests a carryover appropriation of \$14,735,928 to issue a new Subordinated Park Facilities Revenue Note (Hunter Property Note) for the purpose of providing funding to retire the previously issued note for acquiring park land. This note is renewed annually and is due on July 31, 2004.

Carryover also includes a request for the amount of \$900,000 to be transferred from the Park Revenue Fund (170) to the Park Authority Capital Improvement Fund (371). The \$900,000 will be available to fund park rental building maintenance, ParkNet infrastructure maintenance and repair and renovation requirements to park revenue facilities. The remainder of net revenue will be retained in the managed reserves to increase cash reserves and balance the FY 2004 increase in deferred revenue of \$396,044.

FISCAL IMPACT:

A total of \$900,000 is included in Carryover as a transfer to the Park Capital Improvement Fund, Fund 371.

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ENCLOSED DOCUMENTS:

Attachment 1: Park Revenue Fund Carryover Summary
Attachment 2: Park Revenue Fund, Fund 170, Statement

STAFF:

Michael A. Kane, Director
Timothy K. White, Chief Operating Officer
Miriam C. Morrison, Chief Financial Officer
Seema Ajrawat, Fiscal Administrator
Susan Tavallai, Senior Budget Analyst

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ACTION - 3

FY 2004 Carryover Budget Review - Fund 303, General County Construction Fund

ISSUE:

Approval of the FY 2004 Carryover for the General County Construction Fund, Fund 303.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2004 Budget Carryover for the General County Construction Fund, Fund 303, as presented by staff. **(This item was reviewed by the Budget Committee on July 28, 2004, and was approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 28, 2004. Submission of the FY 2004 Carryover Review was due to the Department of Management and Budget (DMB) on July 9, 2004. Due to the fact that the first pre-closing reports were not available until July 6, 2004, the earliest opportunity for the Budget Committee review is July 28, 2004.

BACKGROUND:

As part of the FY 2004 Carryover process, the Park Authority has provided the Department of Management and Budget with a request that \$77,644.96 spent from Project 009442 - Park Grounds Maintenance be reimbursed. The Park Authority temporarily provided this funding to satisfy road development escrow requirements related to Great Falls Nike Park.

FISCAL IMPACT:

Project 009442 will need reimbursement of \$77,644.96 in order to continue scheduled projects.

ENCLOSED DOCUMENTS:

Attachment 1: Fund 303, FY 2004 Carryover Memorandum
Attachment 2: Memo to County Executive

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STAFF:

Michael A. Kane, Director

Timothy White, Deputy Director

Miriam C. Morrison, Director, Administration Division

Seema Ajrawat, Fiscal Administrator

Susan Tavallai, Senior Budget Analyst

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ACTION - 4

FY 2004 Carryover Budget Review - Fund 370, Park Authority Bond Construction

ISSUE:

Approval of the FY 2004 Carryover Budget Review submission for Fund 370, Park Authority Bond Construction.

RECOMMENDATION:

The Park Authority Director recommends approval of the submission of the FY 2004 Carryover Budget Review for Fund 370, Park Authority Bond Construction to the Department of Management and Budget. **(This item was reviewed by the Budget Committee on July 28, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 28, 2004. The submission of the FY 2004 Carryover Review was due to the Department of Management and Budget on July 9, 2004. Due to the fact that financial reports were not available until July 14, 2004, this meeting is the earliest opportunity for Park Authority Board review.

BACKGROUND:

With regard to Fund 370, Park Authority Bond Construction, and based on the Fall, 1998 Park Bond Referendum, the Park Authority had a total of \$75,000,000 in authorized bond sales for parkland acquisition and development. Bond sales to date from the 1998 Park Bond Program total \$64,930,000, with the remaining available bond funds to be sold in the amount of \$10,070,000. In addition, the Park Authority had \$20,000,000 approved as part of the Fall 2002 Bond Referendum. As part of the FY 2003 Third Quarter Review, \$5,000,000 in Land Acquisition and \$5,000,000 in Development Funds for a total of \$10,000,000 of the Fall 2002 Bond Referendum was appropriated at Third Quarter. In addition, \$10,000,000 in Land Acquisition was appropriated as part of the FY 2004 Adopted Budget. Therefore, the full complement of the \$20,000,000 from the Fall 2002 Program has been appropriated. Bond sales to date from the 2002 Park Bond Program total \$16,150,000 with remaining available bond funds to be sold in the amount of \$3,850,000.

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In addition, the Park Authority is requesting an increase in the appropriation of Community Park Development, Project 475598 to reflect \$3,985,666 in bond premium that the agency received. The Park Authority received the premium due to bond sales in 2003 and 2004 that were the largest amount of any county agency other than schools. As a result, the Department of Management and Budget in conjunction with the County Debt Manager has allowed the Park Authority to appropriate these dollars and expend for whatever need is identified by the Park Authority. As a result of the July 7, 2004, Bond Workshop, the Park Authority Board determined that the following projects would utilize the bond premium: Cub Run RECenter, \$500,000, Lee District RECenter Improvements \$500,000, Lake Accotink Improvements, \$2,500,000, and Clemyjontri Park, \$485,666.

Based on a beginning cash balance of \$21,202,207 from the most recent bond sales, the Park Authority will have a total appropriation of \$35,122,207 to expend in the Capital Improvement program for parkland acquisition, development and renovation for Fund 370, Park Authority Bond Construction.

Remaining Balance	\$21,202,207
Scheduled Bond Sales	<u>\$13,920,000</u>
FY 2005 Total	\$35,122,207

FISCAL IMPACT:

The FY 2004 Carryover appropriation request for Fund 370, Park Authority Bond Construction is \$35,122,207.

ENCLOSED DOCUMENTS:

- Attachment 1: FY 2004 Carryover Fund Statement of Capital Projects - Fund 370, Park Authority Bond Construction
- Attachment 2: FY 2004 Carryover Summary of Capital Projects - Fund 370, Park Authority Bond Construction
- Attachment 3: FY 2004 Carryover - Fund 370, Park Authority Bond Construction Fund Adjustments

STAFF:

Michael A. Kane, Director
Timothy K. White, Chief Operating Officer
Lynn S. Tadlock, Director, Planning and Development Division
Thaddeus D. Zavora, Manager, Financial Planning Branch
Michael P. Baird, Management Analyst, Financial Planning Branch

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ACTION - 5

FY 2004 Carryover Budget Review - Fund 371, Park Capital Improvement Fund

ISSUE:

Approval of the FY 2004 Carryover Budget Review for Fund 371, Park Capital Improvement Fund.

RECOMMENDATION:

The Park Authority Director recommends approval of the submission of the FY 2004 Carryover Budget Review for Fund 371, Park Capital Improvement Fund to the Department of Management and Budget. **(This item was reviewed by the Budget Committee on July 28, 2004 and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 28, 2004. The submission of the FY 2004 Carryover Review was due to the Department of Management and Budget on July 9, 2004. Due to the fact that financial reports were not available until July 14, 2004, this meeting is the earliest opportunity for Park Authority Board review.

BACKGROUND:

With regard to Fund 371, Park Capital Improvement Fund, the Park Authority had a remaining balance at the conclusion of FY 2004 in the amount of \$21,552,984. The FY 2005 expenditures are recommended to increase by \$2,404,492 due to receipts of easement fees, donations, park proffers and contributions. The total FY 2005 Revised Budget appropriation request is \$23,957,476.

FISCAL IMPACT:

The FY 2004 Carryover appropriation request for Fund 371, Park Capital Improvement Fund is \$23,957,476.

ENCLOSED DOCUMENTS:

Attachment 1: FY 2004 Carryover Fund Statement of Capital Projects - Fund 371, Park Capital Improvement Fund

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Attachment 2: FY 2004 Carryover Summary of Capital Projects - Fund 371, Park
Capital Improvement Fund

Attachment 3: FY2004 Carryover- Fund 371, Park Capital Improvement Fund
Adjustments

STAFF:

Michael A. Kane, Director

Timothy K. White, Chief Operating Officer

Lynn S. Tadlock, Director, Planning & Development Division

Thaddeus D. Zavora, Manager, Financial Planning Branch

Michael P. Baird, Management Analyst, Financial Planning Branch

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ACTION - 6

Extension of Open End Contracts for Archaeological Services

ISSUE:

Approval of one year extensions to the open end contracts with URS Corporation, The Louis Berger Group, Inc. and Parsons Infrastructure and Technology, Inc. for Archaeological Services and the addition of \$100,000 to the not-to-exceed contract amounts for each group.

RECOMMENDATION:

The Park Authority Director recommends approval of one year extensions to the open end contracts with URS Corporation, The Louis Berger Group, Inc. and Parsons Infrastructure and Technology, Inc. for Archaeological Services and the addition of \$100,000 to the not-to-exceed contract amounts for each group. **(This item was reviewed by the Resource Management Committee on July 28, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 28, 2004, to ensure that projects requiring archaeological services continue without delay.

BACKGROUND:

In March 2003, the Park Authority Board approved open end contracts with URS Corporation, The Louis Berger Group, Inc. and Parsons Infrastructure and Technology, Inc. for Archaeological Services. The contracts were for an amount not to exceed \$150,000 each, which would be charged to individual projects as needed. The contracts were approved for a period of one year with the option to extend them for two one-year extensions. To help ensure that projects proceed without delay, staff recommends extending the contracts with URS Corporation, The Louis Berger Group, Inc. and Parsons Infrastructure and Technology, Inc. for a one-year extension period and increasing the not to exceed contract amount for each consultant by \$50,000. The revised contract expiration date of March 5, 2005 should provide sufficient time to complete projects outstanding from the 1998 Bond Program.

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FISCAL IMPACT:

The revised contract balances are listed on Attachment 1. Funding for these contracts will be provided by individual projects that require archaeological services. The Board action does not commit funds if no work is contracted.

ENCLOSED DOCUMENTS:

Attachment 1: Summary of Open End Contracts for Archaeological Services and Project Assignments

STAFF:

Michael A. Kane, Director

Timothy White, Chief Operating Officer

Cindy Messinger, Director, Resource Management Division

Michael Rierson, Manager, Resource Stewardship Branch

Liz Crowell, Manager, Cultural Resource Management and Protection Section

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ACTION - 7

Approval of Challenge Cost Share Partnership Between the Park Authority and the Bureau of Land Management (Mt. Vernon)

ISSUE:

One year agreement between Park Authority and the Bureau of Land Management (BLM) as a partnership to conduct an archaeological survey of Meadowood Farm on Mason Neck in Fairfax County.

RECOMMENDATION:

The Park Authority Director recommends approval of the agreement between the Park Authority and the BLM. **(This item was reviewed by the Resource Management Committee on July 28, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on July 28, 2004, to ensure that the exempt employees can be hired directly and the project can commence as soon as possible.

BACKGROUND:

The agreement provides \$60,000 to Fairfax County Park Authority to hire two supervisory archaeologists as exempt, limited term employees. The seasonal employees would supervise Park Authority archaeology volunteers who would conduct the Phase I archaeological survey. The volunteer time is considered to be the match for the BLM money.

The Meadowood Farm parcel on Mason Neck was obtained by the Bureau of Land Management in exchange for property to be developed at Lorton. Since Meadowood Farm is part of a federal land transfer, it is subject to Section 106 of the National Historic Preservation Act of 1966. In addition, the BLM is required to conduct a Phase I archaeological survey as part of Section 110 requirements. The Memorandum of Agreement (MOA) drawn up for Lorton indicates that the Meadowood property should be subject to similar treatment as the Lorton property.

In order to explore the conduct of an archaeological inventory of this 800-acre undeveloped property on Mason Neck, the Cultural Resource Management and Protection Section Manager met with the archaeologist for the Eastern Region of the

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BLM in December 2003. The BLM offered to consider the possibility of providing grant money for the Park Authority to hire supervisory archaeologists as field directors. Their duty would be to supervise Park Authority volunteers in the Phase I archaeological survey of this property. The project includes a Phase I field survey, archaeological lab processing, and the preparation of VDHR site forms for any sites discovered.

This activity is consistent with the duties and responsibilities of the Cultural Resource Management and Protection Section. In 1996, as part of the transfer of archaeologists from the Heritage Resource Branch of the Office of Comprehensive Planning (OCP) to the Park Authority, a Memorandum of Understanding was drawn up which stipulated that as part of the transfer to the Park Authority, the archaeologists would still perform the duties they had performed under OCP. Their duties included the documentation of archaeological sites on non-park properties.

The proposed project is mutually beneficial both to the Park Authority and to BLM since it documents sites in less well known areas of the county. The documentation of these sites provides information for the county's archaeological predictive model and provides additional information that will contribute to the development of the updated Fairfax County Heritage Resource Management Plan, due to be produced in FY 2006.

FISCAL IMPACT:

The agreement will provide no negative fiscal impact to the Park Authority as the supervisory archaeologists salaries will be paid by the BLM funding as a part of the agreement. Other labor will be provided by Park Authority volunteers.

ENCLOSED DOCUMENTS:

Attachment 1: Agreement between Park Authority and Bureau of Land Management

STAFF:

Michael A. Kane, Director

Timothy White, Chief Operating Officer

Miriam Morrison, Director, Administration Division

Cindy Messinger, Director, Resource Management Division

Michael Rierson, Manager, Resource Stewardship Branch

Liz Crowell, Manager, Cultural Resource Management and Protection Section

Seema Ajrawat, Fiscal Administrator

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ACTION - 8

Award of Contracts during Park Authority Board Recess

ISSUE:

Authorization for the Director or the Deputy Director to approve capital construction contracts and submission of grant applications during the Park Authority Board recess.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board authorize the Director or the Deputy Director to approve capital construction contracts and submission of grant applications during the Park Authority Board recess.

TIMING:

Board approval is needed on July 28, 2004, to avoid impact to project schedules.

BACKGROUND:

Park Authority Board policy requires the Director to obtain Park Authority Board approval for construction contracts over \$100,000. In accordance with the *Fairfax County Purchasing Resolution*, the contracts are then submitted to the Board of Supervisors for final approval.

At times, it is desirable to award contracts during the August recess rather than wait until September when the Boards reconvene. The Board of Supervisors annually authorizes the County Executive to approve construction contracts over \$100,000 during the Board of Supervisor's recess. The Board of Supervisor's will pass authorization on August 2, 2004.

The Director/Deputy Director will notify the Board of any contracts approved in this manner. If a contract exceeds the estimate by 10% the Park Authority Board member in the affected district will be notified.

Grant opportunities may become available during the August recess of the Park Authority Board. The Director or the Deputy Director will approve grant application submissions. The Board will be notified in September of any grant application submissions made during the August recess. If the Board subsequently does not approve an application made in August, it will be withdrawn.

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FISCAL IMPACT:
None

ENCLOSED DOCUMENTS:

Attachment 1: Board of Supervisors' Information Item - August 4, 2003 - Contract Awards and Approval of Street Acceptance Items during Board of Supervisors' Recess

STAFF:

Michael A. Kane, Director

Timothy K. White, Chief Operating Officer

Miriam Morrison, Chief Financial Officer, Administration

Lynn Tadlock, Director, Planning & Development

John Pitts, Manager, Special Projects Branch

John Lehman, Manager, Project Management Branch

Sue Frinks, Supervisor, Purchasing

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TION - 9

Approval - Woodglen Lake Park Master Plan (Braddock District)

ISSUE:

Approval of the Master Plan for Woodglen Lake Park and the reclassification of the park as a Natural Resource Park.

RECOMMENDATION:

The Park Authority Director recommends approval of the Master Plan for Woodglen Lake Park and the reclassification of the park as a Natural Resource Park. **(This item was reviewed by the Planning and Development Committee on July 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Approval of this item is necessary to meet the project schedule.

BACKGROUND:

On March 2, 2004, staff held a public planning meeting to consider community desires for a master plan for Woodglen Lake Park. At that meeting, attended by more than 100 residents of the area and during the period following, the almost universal sentiment was to have the park remain essentially in its existing condition. A summary of that meeting is attached (Attachment 1).

The subsequent development of the master plan was based on staff site evaluation combined with the public comments. In addition to the planning meeting, many written comments were received prior to the public hearing. These included ten e-mails requesting no development in the park and 43 copies of a form letter opposing development and supporting resource management.

The draft plan focuses on preserving the natural resources of the site, a priority in the recently completed needs assessment. This will involve the change in classification from Community Park to Natural Resource Park. The plan proposes no facility development within the park. At the March 2 planning meeting, several issues quickly became dominant in the discussion and are addressed in the plan.

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Trails

There was almost universal consensus that no one wanted a paved trail of any kind. This reinforced the preliminary findings of the staff planning team and no formal trail has been provided on the plan. The plan does allow the possibility of the existing informal trails to remain or to be redefined.

Wildlife

There were questions and complaints about the wildlife, both for protection of the wildlife and for protection of the park property and adjoining neighbors' property. The plan includes a section on resource management and appendices citing Policy 202 on wildlife management and a species list of the birds and other animals observed in the park.

Park Use

There were various complaints about park use. These included the lack of clean-up by dog owners, trespass, and encroachment onto the park land. The plan addresses these problems with suggestions for neighborhood education.

Entrances

Finally, there were concerns about the various access points to the park and the lack of definition to those entrances. The five main entrances will be marked by adding an attractive sign with a park map and "you are here" notation. These signs may also include Park Authority regulations and contact phone numbers.

On May 12, 2004, the Park Authority Board reviewed the staff recommendation for the Master Plan for Woodglen Lake and directed staff to proceed to a public hearing.

The public hearing was advertised beginning in May 2004 and occurred on June 10, 2004. The advertising consisted of a posting on the Park Authority web site, notification letters sent to all of the citizens who had attended the planning workshop or sent in comments since the beginning of the process, as well as abutting property owners, posting a sign on Zion Drive at the park entrance, and an advertisement in the *Washington Post*. A summary of that meeting is attached (Attachment 2). The public comment record remained open for written comments through July 12, 2004. During the time following the public hearing, three comments in the form of mailed letters or e-mail messages were received.

A summary of all written comments from the public comment period is attached (Attachment 3).

Staff recommends that the proposed Woodglen Lake Park Master Plan be adopted and that the park classification be changed from Community Park to Natural Resource Park.

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FISCAL IMPACT:

Staff salaries to complete this planning project will be from the General Fund 001 budget.

ENCLOSED DOCUMENTS:

Attachment 1: Summary of Public Planning Meeting
Attachment 2: Summary of Public Hearing
Attachment 3: Summary of Written Comments Received
Attachment 4: Draft Master Plan Woodglen Lake Park

STAFF:

Michael A. Kane, Director
Timothy K. White, Chief Operating Officer
Lynn S. Tadlock, Director, Planning & Development Division
Kirk Holley, Manager, Park Planning Branch
Jenny Pate, Project Manager, Master Planning

Board Agenda Item
July 28, 2004

ACTION - 3

Approval - Ossian Hall Park Master Plan Revision (Braddock District)

ISSUE:

Approval of the Master Plan Revision for Ossian Hall Park.

RECOMMENDATION:

The Park Authority Director recommends approval of the Master Plan Revision for Ossian Hall Park. **(This item was reviewed by the Planning and Development Committee on July 7, 2004.)**

TIMING:

Board action is requested on July 28, 2004, to meet the project schedule.

BACKGROUND:

On February 11, 2004, the Park Authority Board reviewed the staff recommendation for the Master Plan Revision of Ossian Hall Park and directed staff to proceed to a public hearing.

The hearing was advertised the middle of February 2004 and occurred on March 23, 2004. The advertising consisted of a posting on the Park Authority web site, letters to property owners and registered community associations in proximity to the park, on-site signage placed along Heritage Drive and along Four Year Run, and advertisements in the Washington Post and the Journal. A summary of that meeting is attached (Attachment 1). The public comment record remained open for written comments through April 23, 2004. During the time preceding and following the public hearing, approximately 115 written comments in the form of mailed letters, e-mail messages, and a petition with 77 signatures were received.

A summary of all written comments from the public comment period is attached (Attachment 2). Responses to all comments are grouped by the following issues:

General Support/Opposition

Many comments were received in general support of the proposed plan citing that it would help the community by providing more recreation facilities and improving security. In addition, many noted that the proposed development would create a more useable

park for the community, allowing it to be a benefit for the neighborhood and the local schools.

Some comments also expressed general opposition to the plan, including a petition with 77 signatures concerned with the potential of added traffic congestion, increased noise, and additional impact of lights from the proposed facilities, as well as environmental concerns regarding tree removal. Others felt the task force was not representative of the immediate neighborhood and that the proposed plan was biased toward the needs of special interest groups and Annandale High School.

Rectangular Field

Strong support was expressed for the proposed rectangle field during the comment period. Many felt that the field would benefit the community and the local schools by providing needed athletic facilities. Some citizens opposing the additional field questioned its proximity to adjacent residential areas and felt the Park Authority was making unnecessary allowances for the needs of Annandale High School. Others voiced strong opposition to the field due to the removal of existing trees. Some adjacent property owners would prefer the field be located north of the existing diamond fields along Heritage Drive to minimize impacts on the neighborhood.

Recently completed analysis of park and recreation needs in Fairfax County shows a current deficiency of 117 rectangular fields, expected to grow to 177 fields countywide by 2013, based on Park Authority-adopted standards and measured demand. Of these shortages, the Park Authority has endorsed a contribution level of 95 rectangular fields over the next 10 years.

It is estimated that approximately 22,380 residents live within a one-mile radius of the site, according to 2000 Census figures. Currently, there are three rectangular fields and one overlay field within this one-mile radius. Based on the adopted countywide service level of one rectangle field for every 2,700 residents, this area of the county is underserved by approximately 4 fields. The proposed rectangle field is intended to meet the demands of the surrounding communities by providing practice and game facilities for a variety of organized sports.

During the development of the plan, two field locations were evaluated - the northwest corner and southeast corner of the site. The southeast corner of the site was determined to be the preferred field location, as shown on the CDP, due to the topographic constraints and drainage conditions associated with the northwest corner. A 50-foot minimum buffer zone is proposed along the periphery of the park to minimize impacts on adjacent residential areas.

Safety

During the public comment period, numerous citizens voiced concerns regarding safety, stating that they do not feel comfortable using the park. In addition, safety became a central topic of discussion during task force meetings when developing the plan. Others opposed the removal of trees to create sightlines, stating that it will set a poor precedent within the agency of cutting trees to address safety. Some felt that the safety concerns were exaggerated, while others commented that park rangers would be a more effective and appropriate manner to respond to security issues.

The Park Authority does not employ park rangers for security observation as this function is provided by the Police Department. Instead, the plan responds to these safety concerns by proposing landscape maintenance to thin out the understory in certain places and provide sightlines into and within the park. Thoughtful, selective tree removal will be used, as opposed to a clear cutting approach, to open up the densely wooded portions of the site. Visibility has proven to be a key component in developing a sense of security within a park and this proposed landscape treatment is intended to reduce the number of isolated areas where users feel unsafe or uncomfortable. Additionally, the park Conceptual Development Plan (CDP) has been designed to encourage more visitation and pedestrian movement through the site. The presence of other people often reduces less desirable activity and provides visitors a stronger sense of safety and comfort.

The plaza and parking area are also proposed to be lit to promote safety.

Staff has revised the master plan language to specify that a forest treatment plan should be completed, prior to construction or implementing a landscape maintenance program to improve visibility and safety, while minimizing adverse environmental impacts.

Skate Area

Citizens raised concerns regarding the proposed skate area. Some felt that this facility would only benefit a small portion of the population (pre-teen to teenage boys) and that noise from the facility would disrupt the surrounding community.

Ossian Hall Park is a desirable location to encourage youthful users given its proximity to the adjacent high school, access to a Metro Bus stop at Patriot Drive and Forest Glen Court less than a quarter-mile away, and the surrounding dense residential population within walking distance. The intention of the skate area is to develop facilities to meet the recreation needs of teens not participating in traditional athletic activities, a segment of the population currently underserved by the park facilities. In the master plan, the skate area has been revised to the more flexible and open designation of 'multi-use area.' Along with the relocated basketball court, this space is suitable for a small skate or roller hockey area, if desired in the future. The multi-use area is intended to remain flexible to meet the changing interests and needs for youth sports and recreation.

Tree Preservation

Comments were received in opposition to the removal of trees for the development of recreation facilities voicing concerns regarding potential loss of habitat, degradation of air quality, and increased runoff. Others stated that the natural appearance of the park is an asset worth preserving in its present state.

In staff's opinion, the proposed plan represents a balance between areas for experiencing a natural, wooded setting with the development of recreation opportunities, in keeping the agency's dual mission. Approximately 435 acres of parkland is within a one-mile radius of Ossian Hall Park. Of that land, roughly 305 acres or 70 percent is undeveloped and the majority of it is wooded. Staff believes that clearing portions of this site is appropriate for some active recreation development given the presence of exotic invasive plant species, relatively low habitat value, and isolated nature of the existing woods. Though the construction of proposed athletic facilities will require the removal of trees, half of the site is proposed to remain wooded with some pockets being opened up through careful selective clearing of trees to allow creation of variation in experience. Efforts will be made to preserve older, higher quality trees.

Staff has revised the conceptual development plan graphic to better depict the open pockets within the maintained woods. In addition, the master plan language has been revised to specify that a forest treatment plan should be completed prior to tree removal or landscape maintenance to determine the best method to achieve the intended experience, while maximizing ecological value.

Parking

Comments were received supporting the expanded parking lot, stating that parking is limited in the area and neighborhood streets are used for parking during high school events. Those opposed stated that they believe the proposed parking is to accommodate Annandale High School and cited that on-street parking is available along Four Year Run.

The proposed plan allows for approximately 120 on-site spaces to accommodate parking generated by the existing and proposed facilities. This is less than the current Park Authority standard of providing 50 spaces per athletic field since many of the users are potentially within walking distance to the site given the apartments, condos, and single family homes in close proximity. The expanded parking is necessary to ensure that parking may be accommodated on-site and does not impact the surrounding residential neighborhood.

A portion of the proposed parking will be on Fairfax County Public School property, and an agreement is being pursued to address this issue. As is the case now, a small portion of the spaces may potentially be used by students, faculty, and employees of the Annandale High School during school hours.

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Urban Plaza

Comments were received supporting the incorporation of urban elements into the plan, such as the proposed hardscape plaza, stating that it would be a welcomed community asset. Conversely, opposition voiced concerns that an urban plaza is not appropriate in this area and increased impervious surface.

Plaza spaces are intended to function as the primary gathering spaces for the park, designed to accommodate small conversations or larger neighborhood events, such as community meetings or small performances. The spaces are envisioned to have perennial planters and trees in wells or containers to provide shade, texture, and seasonal interest. The larger plaza to the south and smaller plaza to the north are intended to create a stronger, more welcoming presence on Heritage Drive.

FISCAL IMPACT:

Staff salaries to complete this planning project will be from the General Fund 001 budget.

ENCLOSED DOCUMENTS:

Attachment 1: Meeting Summary of Public Hearing

Attachment 2: Summary of Written Comments Received

Attachment 3: Draft Ossian Hall Master Plan Revision - edits since Public Hearing shown

STAFF:

Michael A. Kane, Director

Timothy K. White, Chief Operating Officer

Lynn S. Tadlock, Director, Planning & Development Division

Kirk Holley, Manager, Park Planning Branch

Angela Allen, Project Manager, Master Planning

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ACTION - 11

Approval - Laurel Hill Park Master Plan (Mt. Vernon District)

ISSUE:

Approval of the Master Plan for Laurel Hill Park.

RECOMMENDATION:

The Park Authority Director recommends approval of the Master Plan for Laurel Hill Park. **(This item was reviewed by the Planning and Development Committee on June 9, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Approval of this item is necessary to meet the project schedule.

BACKGROUND:

On March 24, 2004, the Park Authority Board reviewed the staff recommendation for the Master Plan of Laurel Hill Park and directed staff to proceed to a public hearing.

The hearing was advertised beginning in April 2004 and occurred on May 4, 2004. The advertising consisted of a posting on the Park Authority web site, letters to abutting neighborhoods, registered community associations county wide, interested stakeholders groups and individuals, and advertisements in local newspapers and television news stations. A summary of that meeting is attached (Attachment 1). Due to concerns expressed by the Adaptive Re-use Task Force, the public comment record which was to close on June 3, 2004, has been extended to July 1, 2004. The final master plan approval is scheduled to go to the Park Authority Board on July 28, 2004.

A summary of current written comments from the public comment period is attached (Attachment 2). Responses to all comments are grouped by the following issues:

General Comments - Many comments received supported the proposed plan in its entirety and looked forward to the improvements to the park. Some comments supported the proposed elements but requested that some be relocated in other areas of the park.

Equestrian Center / Public Riding Facility - **Overwhelming support for an Equestrian riding facility and stables were received.** It was requested that this would be a facility

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where horses could be boarded and where riding lessons could be given. With the closure of several local stables in the past year public riding and boarding facilities are very hard to obtain in Fairfax County. Opportunities for public- private partnerships have been discussed with the local equestrian community to help with developing the site.

Athletic Fields - Citizen comments were generally in strong support for, or direct opposition, to the proposed active recreation and athletic fields on the site. Those supporting the plan frequently cited a general lack of athletic fields in the County, particularly rectangular or diamond fields for youth and adult use. Several comments in favor of the plan stated the importance the athletic facilities for children in promoting fitness and fostering positive social interaction. Several public- private partnership opportunities were proposed as a means for developing the site. Citizens not supporting the fields generally questioned their proximity to residential areas, raising concerns about the potential noise from the athletic facilities. Buffer zones are proposed along the periphery of the park to minimize impacts on adjacent residential areas.

Lighting - Many citizens supported the lighting of the athletic fields to increase available field-use time and better meet the demand. Conversely, several comments were received opposing the proposed lighting raising concerns regarding the potential disruption to nearby neighborhoods.

The Park Authority employs the latest technology in athletic field lighting on all new lighting projects. Glare shields and advanced reflector design on each fixture can eliminate up to 95 percent of glare and off-site light spill. The policy manual for park operations indicates field lighting shut-off no later than 11 p.m. The Park Authority may approve a shut-off time prior to 11 p.m. on a case-by-case basis. The buffer zone is also intended to reduce the amount of light cast into residential areas. Lastly, since Laurel Hill Park is classified as a Countywide Park, athletic field lighting is permitted in accordance with the Fairfax County Comprehensive Plan.

As field sports have grown in popularity, the need for athletic field lighting has also increased. The implementation of field lighting will help extend the usability of fields and provide for an additional level of service that is currently not being met. Therefore, staff recommends that the athletic fields be lighted as described in the plan.

Trails - Many comments received were in strong support of a network of natural surface trails that provide interconnectivity with all the proposed elements of the park and would allow for a variety of trail users. Many of these comments further advocated a single track trail system for mountain biking to allow trail access throughout the entire Laurel Hill site.

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Staff recommends the development of a trail management plan for Laurel Hill Park. This plan will be drafted in conjunction with Park Authority staff and representatives from local trails groups.

Parking/Traffic - A few comments suggested that Lorton Road should be the main entrance point to the park and that the traffic generated by the proposed park is a concern. These comments further noted that Lorton Road should be realigned to eliminate the dangerous curve that is currently located on it. Other traffic concerns include closing off access to the Nike Recreation Area (Area C) from Silverbrook Road and instead using Laurel Crest Dr. as an access point.

Staff recommends development of a transportation plan to determine a functional alignment for roads at Laurel Hill prior to development of the park or other public facilities. This plan would assess traffic impact and identify appropriate park entrance locations.

RV Camping - Some comments received questioned the proposed location of the RV / camping areas, with most comments questioning Area H – Giles Run Meadow. Alternative sites were proposed, with the most common alternative being the area to the north of Occoquan Park which is designated for transfer to the Northern Virginia Regional Park Authority.

Staff recommends removing the RV / camping area from Area H – Giles Run Meadow and exploring options with the Northern Virginia Regional Park Authority to determine the feasibility of jointly developing camping areas at Laurel Hill in the expanded Occoquan Park Area. It should be noted that the camping area had been relocated previously due to comments received about its proposed location near residential properties.

Model Rocketry - Some comments received supported the proposed periodic use of the Central Green area for model Rocketry.

Staff recommends a periodic authorized use of the appropriate field area for the use of model rocketry; this use is subject to Park Regulation 1.17 governing model rocketry in the parks.

Model Aviation - Some comments received requested an area designated for Model Aviation. A dedicated area of 80 acres was suggested as sufficient for a model aviation area.

Staff recommends exploring options with DPW&ES on the viability of placing a Model Aviation site on the landfill. An interim site could include the Youth Facility with the landfill being used as a flyover site. Further study and discussions with DPW&ES is warranted before the area could be used.

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Dog Agility Facility - Some comments received requested an area designated for an indoor dog agility training facility. A one acre covered facility is requested.

Staff recommends a shared use in conjunction with the proposed development at the Dairy Farm or the Youth Facility. Consideration should also be given to use of existing facilities in the park system.

Disc Golf - Several Comments received supported the concept of a championship level disc golf course. This use is shown in the Giles Run Meadow Area (Area H)

Cold War Museum - Several comments received expressed support of the concept of a Cold War museum at the Nike Launch site. This use is shown within the Heritage Area (Area E) which does include the Nike Launch site.

Dog Park - A few comments received advocated a dog park; however an area larger than one acre was requested. A dog park is shown within the proposed Community Park (Area I)

Staff will notify the attendees from the public hearing, as well as other interested parties, of the revised public comment period and the Park Authority Board meeting date for the Master Plan approval decision.

FISCAL IMPACT:

Staff salaries to complete this planning project will be from the General Fund 001 budget.

ENCLOSED DOCUMENTS:

Attachment 1: Meeting Summary of Public Hearing
Attachment 2: Summary of Written Comments Received
Attachment 3: Draft Laurel Hill Park Master Plan Amendment
Attachment 4: South County Federation Resolutions
Attachment 5: Laurel Hill Adaptive Reuse Citizens Task Force Comments

STAFF:

Michael A. Kane, Director
Timothy K. White, Chief Operating Officer
Lynn S. Tadlock, Director, Planning & Development Division
John Pitts, Manager, Special Projects Branch
Kelly Davis Project Manager, Special Projects Branch

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INFORMATION - 1

Announcement of the 2004 Elly Doyle Park Service Award Recipients and an Update on the 2004 Volunteer Recognition Event

The Elly Doyle Committee met on July 14, 2004, to review the 2004 Elly Doyle Park Service Award nominations and to select the 2004 award recipients.

The following nominees (with their volunteer venues) were selected as 2004 award recipients:

Winners

C.K. Gailey (Cultural Resource Protection Group)
Al Peek (Pinecrest Golf Course)
Ravensworth Farm Civic Association (Lake Accotink Park)

Special Recognition Honoree

Bailey's Beautification Alliance (Bailey's Park)

Student Honoree

Eileen McCaffrey (Hidden Pond Nature Center)

A press release was issued on July 23, 2004, announcing the 2004 Elly Doyle Park Service Award recipients. The recipients will be honored at a reception on Friday, October 29, 2004, at 7:30 p.m. at the Waterford at Fair Oaks. This event honors all Park Authority volunteers and incorporates the previous volunteer event that was usually held in April. The evening will feature fun-filled entertainment, delicious light fare, a video of the 2004 Elly Doyle Park Service Award recipients, recognition of outstanding Park Authority volunteers, and the highlight of the evening: the presentation of the 2004 Elly Doyle Park Service Awards. Invitations will be sent to Park Authority Board members and staff, the Board of Supervisors, and Park Authority volunteers and supporters. This event is being held in honor of all Park Authority volunteers and will be free to all attendees.

ENCLOSED DOCUMENTS:

None

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STAFF:

Michael A. Kane, Director

Timothy K. White, Chief Operating Officer

Judy Pedersen, Public Information Officer

Jan Boothby, Grants Coordinator

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INFORMATION - 2

Fall 2004 Park Bond Program

On July 14, 2004 the Park Authority Board conducted a workshop in conjunction with the fall 2004 Park Bond Program in the amount of \$65,000,000 for the referendum scheduled to be held on November 2, 2004. The program includes land acquisition, new development and renovation of existing facilities.

Based on the actions taken at this workshop, the Park Authority Board voted to publicly commit to the following category allocations for the program:

• Athletic Fields	\$ 8,593,000
• Building Renovation/Expansion	17,834,000
• Building New Construction	4,450,000
• Community Parks/Courts	9,426,000
• Infrastructure Renovation	3,212,000
• Natural/Cultural Resources	3,830,000
• Trails and Steam Crossings	4,895,000
• Land Acquisition	<u>12,760,000</u>
Total	\$65,000,000

Attached is the program as approved by the Park Authority Board with some minor changes requested by Dranesville District representative. This package will be submitted to county staff for inclusion in bond materials available for county residents to review prior to the fall referendum.

ENCLOSED DOCUMENTS:

Attachment 1: Fall 2004 Park Bond Program (with unfunded projects)

Attachment 2: Fall 2004 Park Bond Program (with unfunded projects removed)

STAFF:

Michael A. Kane, Director

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Lynn S. Tadlock, Director, Planning and Development Division

Thaddeus D. Zavora, Manager, Financial Management Branch